



THE ROLES AND RESPONSIBILITIES OF CMS FAMILY NATIONAL FOCAL POINTS

Regional capacity building workshop for Africa
Protea Hotel Fire and Ice, Cape Town, South Africa

Tuesday 29th – Thursday 31st October 2013



WORKSHOP REPORT

Tim Dodman
December 2013

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Participants at Cape Point during the field trip (© Tim Dodman)

1. Workshop introduction

The Secretariat of the Convention on the Conservation of Migratory Species of Wild Animals (UNEP/CMS Secretariat) together with the Secretariat of the African-Eurasian Migratory Waterbird Agreement (UNEP/AEWA Secretariat) have received financial support to implement joint capacity building activities, with a focus in the African region. This support was made through the ENRTP¹ Strategic Cooperation Agreement between the European Commission and UNEP and has contributed to the implementation of activities under the project "Effective Implementation of CMS, AEWA and other CMS Family instruments across various regions and languages through capacity building", over the period 2012-2014. One of the objectives of this project is the development of learning tools and delivering complementary training to strengthen the capacity of National Focal Points (NFPs) for CMS and its instruments (referred to as CMS Family NFPs).

The UNEP/CMS and UNEP/AEWA Secretariats have led the process of developing a Manual to assist CMS Family NFPs in implementing their roles and responsibilities (referred to as the **CMS Family Manual**). The CMS Family Manual and accompanying training sessions are relevant for all regions.

This training workshop, financed through this mechanism, was convened by the UNEP/CMS Secretariat in partnership with the UNEP/AEWA Secretariat in collaboration with the Government of South Africa, notably the Department of Environmental Affairs, to meet the objective of enhancing the regional capacity for participating in CMS implementation activities. According to the capacity building need assessments conducted amongst the NFPs for CMS and its instruments, NFPs still lacked knowledge on their roles and responsibilities, hence limiting their efficient involvement in the coordinated conservation of migratory species. This workshop aimed to 'breathe life' into the new CMS Family Manual and ensure that African NFPs understood the manual and could put it into action.

2. Workshop venue and programme

The workshop was held at the Protea Hotel Fire and Ice in Cape Town, South Africa, using one large conference room. The workshop started at 8:30 on 29th October, and ended at 17:00 on 31st October, following the programme agenda in Annex 1 and more detailed Session plans for internal use (Annex 2).

3. Workshop participants

Participants comprised CMS NFPs and AEWA NFPs, with some additional participants from South Africa. Altogether there were 34 UNEP/CMS and UNEP/AEWA NFPs or their representatives from 27 countries, 10 observers and 7 resource persons (Secretariat, DEA and trainers), giving a total of 51 people. The workshop was also supported by 2 translators and 2 technical assistants (for the audio visual equipment). A full participant list is provided in Annex 4.

¹ ENRTP: Thematic Programme for Environment and Sustainable Management of Natural Resources including Energy

4. Workshop résumé

The workshop was opened by Mr. Ashley Naidoo (Department of Environmental Affairs (DEA), South Africa) and Mr. Bert Lenten (UNEP/CMS), then introduced by Ms. Malta Qwathekana (CMS Focal Point, South Africa). Mr. Francisco Rilla (UNEP/CMS) presented the aims of the workshop, before handing over to the trainers / facilitators, Mr. Tim Dodman and Mr. Abdoulaye Ndiaye. A group photo was taken after the workshop opening session.

There was a lively participant introduction session, then an introduction to the workshop programme and the use of the UNEP/CMS Family Manual. After this, training sessions were held following the chapters of the manual in a largely consecutive order.

The workshop included a field trip on the afternoon of 30th October to Strandfontein Sewage Works, Boulders Beach at Simonstown and Cape Point National Park. The DEA also organised a welcoming cocktail on day 1 and a short visit to the research vessel SA Agulhas II on day 3.

At the end of the training sessions, there was an informal closing session, as afterwards the DEA hosted a formal dinner at Kirstenbosch Gardens, when official thanks were given and participants were handed their certificates.



The workshop participants (© Francisco Rilla)

5. Workshop account per manual chapter

5.1 Introduction

The purpose, outline, contents and scope of the manual were introduced through a PowerPoint presentation. The format of the workshop then followed the individual chapters of the manual, and all sessions referred back to the manual. There was also a lecture on the Terms of Reference of National Focal Points, helping to define this important role.

5.2 Background Information

All NFPs need to have a good understanding about migratory species and the rationale for protecting them. This message was delivered first through an interactive lecture on 'What is migration?' The CMS definition of migration was presented and examples given of migratory groups of animals. The ecological advantages of being migratory were then highlighted, and some of the key issues influencing migration, such as weather. Migration strategies were also discussed, especially for birds.

This was followed by a group exercise 'Draw a Migratory Route'. Four groups were formed, and each was required to draw the migratory route of a different migratory species and then present their findings. The animals chosen were the White Stork, Leatherback Turtle, Humpback Whale and Sooty Falcon. It was clear from the resulting maps and discussion that, although these species may occur in their countries, most participants were not fully aware of their migration routes or behaviours. It is important that NFPs have a good general understanding of such routes especially to enable them to participate effectively in decisions made about global conservation for migratory species.



Participants work out the migratory routes of the White Stork together (© Tim Dodman)

An interactive lecture was then delivered on the rationale for protecting migratory species. This focused especially on the numerous threats faced by migratory species, such as barriers to migration, habitat loss & degradation, by-catch, underwater noise, illegal hunting & fishing, pollution, marine debris, disturbance and climate change. The role of CMS in supporting countries to improve the conservation status of migratory species and to help mitigate these threats was presented by the UNEP/CMS Secretariat.

These issues were then brought to life by the interactive plenary exercise 'The Migration Challenge'. In this exercise, volunteer participants were invited to be migratory animals, in this case the Corncrake, a bird that migrates annually between Southern Africa and Eurasia. Other volunteers were given the task of representing a step in the Corncrake's migration. At each of these steps (South African grasslands, West Tanzania floodplains, Nile Delta (Egypt), Mediterranean coast (Turkey), Rhein floodplains (Germany) and Orkney (Scotland)), the Corncrakes had to choose an option from the representative, which either allowed them to proceed, stay put or fail in their migration. Three lucky Corncrakes made it to Scotland to breed! There was a rich discussion following the exercise about the dangers faced by animals at different stages of their migration and the need for conservation measures along the whole migratory route.



Participants play the interactive game 'Migration Challenge' (© Tim Dodman)

The different bodies of CMS and its Instruments were presented through an interactive 'CMS Family Instrument Market', when different participants represented each of the Instruments relevant to Africa. Other participants then circulated around the room visiting each of the Instrument stalls to learn about them from each other. This proved to be a popular exercise, and some participants 'sold' their instrument very well, while others got into the spirit of the exercise and represented donors, asking the stall holders to impress on them why their Instrument was important.

All Instruments indeed need funding of some form for their implementation, so 'Funding of the CMS Family' was covered through an interactive lecture, which included an open discussion on the questions:

- Why should Parties make payments?
- Many Parties do not regularly pay their annual contributions; why?
- How could this situation improve?

This discussion brought up some of the difficulties Contracting Parties faced in making their payments, which were invariably due to administrative issues.



At the market session the Dugong desk receives questions from West African NFPs (© Tim Dodman)

5.3 Functions Relating to Administration, Finance and Communication

‘Appointment of NFPs and other representatives and experts’ was covered through an interactive lecture and plenary discussion following the presentation on the Terms of Reference of NFPs. In particular, the responsibilities of NFPs were highlighted. Several participants informed the group how these appointments were carried out in their country.

An interactive presentation on ‘communication and dissemination of information’ was followed by an interactive role play exercise ‘What makes a good NFP?’ In this exercise, each of four groups was entering a competition for an imaginary US\$20,000 for a national CMS project. Each group had 30 minutes to work out how to develop one of four projects:

- a. Improve protection of marine turtles
- b. Implement the Shoebill Action Plan in your country
- c. Urgent conservation action for sharks and sawfish
- d. Reduce hunting pressure on migratory gazelles

They needed to work out how to present a good case for each project, also recalling the qualities of an effective NFP. A group representative was invited to meet a panel and answer their questions in plenary. This exercise required their representative to present themselves well and show good qualities in their representation. A discussion followed after the winning group was announced.

The issue of ‘financial matters’ was presented along with the session on ‘funding of the CMS Family’ (see 5.2 above).

Communication was also covered through a discussion on day 3, which included examples of World Migratory Bird Day and other campaigns, and the showing of a couple of short clips from CMS and AEWA.

5.4 Meetings of the CMS Family Decision-making Bodies

All NFPs need to represent their countries in various meetings of the CMS Family decision-making bodies. Participants were reminded of the main bodies, and the steps that NFPs should take in preparing for a meeting. Thereafter, a mock CMS Family meeting was staged focused on an imaginary migratory African bat, the *Mungulati*. The infamous Professor Humphrey Lump-Splitter (a disguised Tim Dodman) gave a presentation on the *Mungulati*, showing clearly that different countries valued the bat for very different reasons, some for tourism, others for food, whilst there were also cultural values and taboos. However, the *Mungulati* was in the meantime classified as Endangered due to recent rapid decline and, as a migratory congregatory species, it was very vulnerable (and easily caught). Thus, CMS convened a meeting of range states to decide what steps to take. Uganda and Tanzania proposed to establish an MOU for the *Mungulati* and argued for its total protection. However, other NFPs had different points of view. After the presentation, participants had time to discuss among themselves and form alliances before a mock meeting was staged, chaired by Tanzania. The exercise was very participatory and almost all countries presented their case. The main learning objective was for participants to identify their point of view and present clear concise arguments for this during the plenary debate.

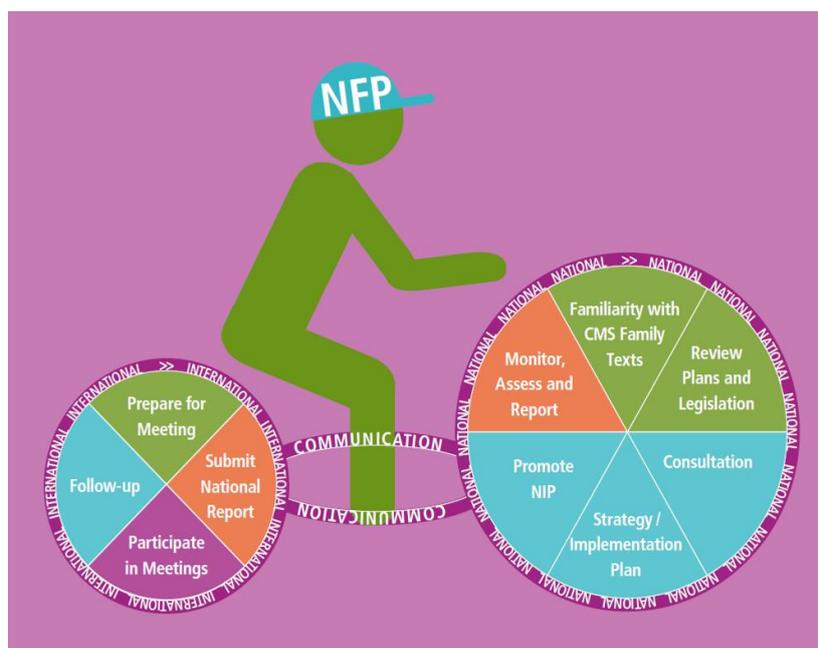


(Prof. Humphrey Lump-Splitter introducing the *Mungulati* (© Francisco Rilla)

5.5 Implementation

NBSAPs & NIPs

'The implementation cycle & National Biodiversity Strategy and Action Plans (NBSAPs) vs National Implementation Plans (NIPs)' was presented through an interactive lecture which highlighted the role of NFPs in this, as illustrated by the figure below.



The lecture was followed by a presentation by Ms. Wilma Lutsch of South Africa's DEA on the implementation of CMS in South Africa. This highlighted clearly some of the issues facing implementation at the national level.

A plenary brainstorming session followed on what implementation actually involves, and how to integrate migratory species into NBSAPs. The following leading questions were each debated:

- What is the most critical part of implementation?
- What are the most relevant constraints?
- How can NFPs overcome them?
- How to integrate migratory species conservation into National Biodiversity Strategy and Action Plans?

Communication, Education & Public Awareness (CEPA)

A short discussion on CEPA was held at the end of day 3, preceded by two short AEWA videos - 'Regional Training of Trainers Workshop on the Flyway Approach, Naivasha, Kenya' and 'World Migratory Bird Day (WMBD) 2013 - Regional Event, Lake Elmenteita, Kenya'. Participants contributed experiences from their own countries, including Uganda, which has organised successful WMBD events. Making the most of the CMS campaigns and 'Year of' events were also highlighted.

International aspects of implementation

The issue of international implementation was covered through group work, when NFPs worked together to identify practical steps they could take to implement conservation action for the following shared species: Gorillas, West African Elephants, West African Manatees, Dugongs and Crowned Cranes. Every group presented their 'action plans' in plenary detailing national and shared actions, and highlighting the collaborations and partnership needed.

5.6 National Reporting

After a brief introduction, 'national reporting' was covered through a plenary discussion, when some of the key issues concerning national reporting were raised. Clearly, it is important for NFPs to ensure the timely delivery of national reports, but it is also important that the process of reporting is as easy as possible. Some countries expressed their reservation about online reporting, which was not always possible with unreliable internet connections. In addition it was remarked that reports should also be concise and in a format that is practical and useful.

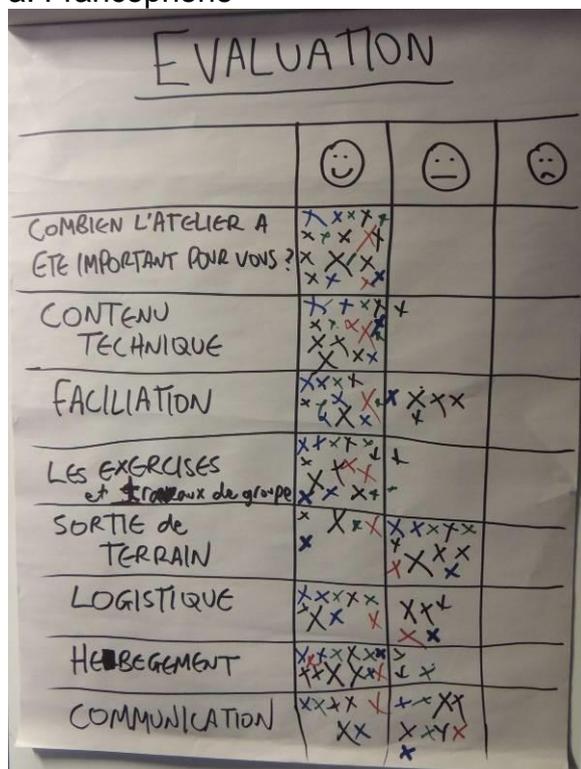
6. Evaluation

Not enough time was available for evaluation in the last session of the workshop due to the rather sudden offer of the DEA to show visitors their new research vessel *SA Agulhas II* – although of course this trip was appreciated by all. A brief evaluation was carried out through filling out mood meter charts followed by an open discussion. It was clear that participants had found the workshop useful, and all rated the technical content of the workshop very positively. A few were concerned by the meeting venue, although on discussion they were actually referring to the venue used for the AEWA meeting that preceded the workshop. The exercises were widely appreciated, and the field trip was generally popular, although a few were disappointed not to have enough time at Cape Point.

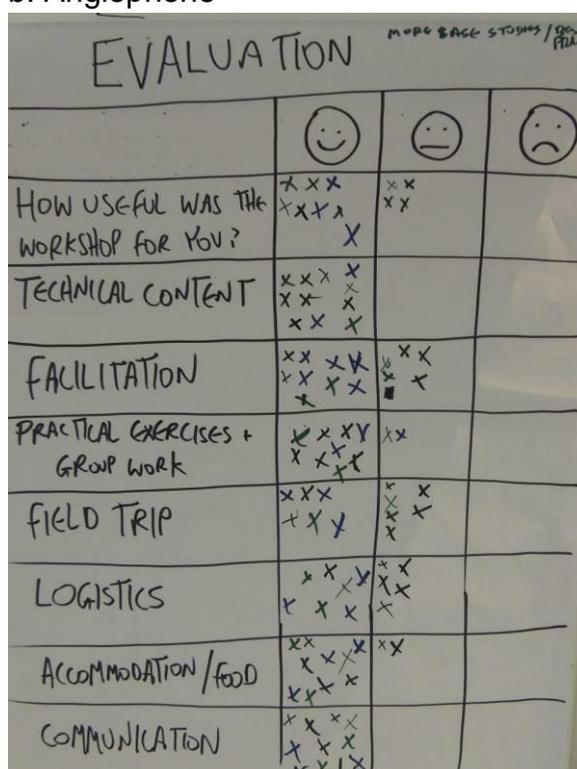
Most participants were happy with the accommodation and logistics. Communication with the CMS Secretariat was generally positive, more so for Anglophone participants than Francophone. Most participants considered that their expectations (collected during the initial participant introductions) had been met.

Mood meter charts

a. Francophone



b. Anglophone



A post-meeting evaluation was conducted via questionnaire, with results and an analysis of results detailed in Annex 3. This evaluation clearly indicated that the workshop resulted in increased understanding of the manual and implementation of CMS and its agreements.

7. Annexes

- Annex 1. Workshop Agenda**
- Annex 2. Workshop Session Plans**
- Annex 3. Post-workshop evaluation**
- Annex 4. List of participants**
- Annex 5. Field trip overview**



Attentive participants (© Francisco Rilla)

Annex 1. Workshop AGENDA

Date	Morning	Afternoon	Evening		
Monday 28th October	Day 2 of AEWA Sub-regional National Focal Point Meeting for Eastern and Southern Africa Participants; non-AEWA participants arrive. Workshop planning meetings (trainers, facilitators, logistics, CMS Secretariat).				
Tuesday 29th October	Opening session: <ul style="list-style-type: none"> Welcome & opening Participant introductions & expectations Using the manual 	2. CMS background & rationale: <ul style="list-style-type: none"> What is migration? (PL IL) Draw a flyway / migratory route (GW) Rationale for protecting migratory species (PL IL) 	1. Defining the CMS Family NFP: <ul style="list-style-type: none"> NFP Terms of Reference (PL IL & D) 2. Roles & responsibilities of NFPs <ul style="list-style-type: none"> Appointment of NFPs, experts & other representatives (PL D & CSs) 	Welcome cocktail	
Wednesday 30th October	3. Roles & responsibilities of CMS Family NFPs: <ul style="list-style-type: none"> Communication and dissemination of information (PL IL) What makes a good NFP? (GW / PL EX) 	4. Participation of NFPs at CMS Family meetings: <ul style="list-style-type: none"> Meetings: key issues (PL IL) Introduce meeting RP (PL IL & D) Preparing for meeting (RP IL) Regional consultation (RP GW) Simulated meeting (RP PL) How did we do? (PL) 	Field Trip: to see migratory species in the Cape Town area and learn about local management arrangements and ecotourism issues		
Thursday 31st October	5. Implementation: <ul style="list-style-type: none"> The Implementation Cycle, NBSAPs & NIPs; integrating migratory species into NBSAPs (PL IL) What does implementation involve? (PL B) Implementation of CMS in South Africa (PL L CS) International aspects of implementation (GW) 	6. National Reporting: <ul style="list-style-type: none"> National reporting (PL IL & B) 	5. CEPA: <ul style="list-style-type: none"> Education & public awareness (PL IL & CS) 	Close: Workshop conclusions, evaluation & close	Dinner at Kirstenbosch Botanical Gardens
Friday 1st November	Regional Consultation Meeting for African NFPs of CMS on the development of the Strategic Plan for Migratory Species 2015-2023				

Approximate times:

Morning sessions 08:30-12:30; afternoon sessions 13:45-17:30. Lunch 12:30-13:45. Coffee & tea breaks provided.

Abbreviations:

PL: Plenary; IL: Interactive Lecture; GW: Group Work; EX: Exercise; D: Discussion; CS: Case Study; RP: Role Play; B: Brainstorming

Numbers / Colours:

These represent chapter numbers and their respective colours in the CMS Family Manual

Annex 2. Workshop Session Plans

Tuesday 29th October 2013

Time	Content	Learning Objectives	Methods	Materials	Actions	Trainer(s)
Opening Session						
08:30	Registration					DEA
09:00	Welcome					Malta Bert Lenten
09:10	Official opening					Ashley Naidoo
09:15	Lecture 1: Aim of the workshop; Manual for National Focal Points - objectives, content and scope	<ul style="list-style-type: none"> Participants are clear about the overall purpose of the workshop Participants understand the purpose of the manual 	PowerPoint presentation	Lecture room, data projector, computer with PPT	Prepare presentation	Francisco Rilla
09:30	Participant introductions & expectations	<ul style="list-style-type: none"> Participants introduce themselves, giving their (short) name & country, their favourite migratory species and one expectation. 	Interactive self-introductions; cards & pens already available on tables. Abdoulaye leads, Tim writes	Name 'Toblerones', marker pens, cards, flipchart	Prepare Toblerones, blank on one side	Abdoulaye Ndiaye & Tim Dodman
10:15	Introduction to the workshop and Using the manual	<ul style="list-style-type: none"> Participants understand focus of the workshop and how to use the manual during the workshop Participants agree on a small manual review group 	<ul style="list-style-type: none"> Short introduction to the workshop agenda and programme Outline of how we will use the manual during the workshop Appointment of a review panel 	Hard copy of the manual on each table; individual copies of agenda	Trainers / CMS prime about 3 participants to form a manual review panel	Tim Dodman
10:30	Coffee Break					
11:00	Lecture 2: What is migration?	By end of this session, participants can <ul style="list-style-type: none"> define 'migration' explain why species migrate and the related implications explain migration strategies and their link to conservation 	Interactive lecture on why migrate, the ecological reasons, (dis)advantages & implications. Migration strategies. Discuss conservation issues for different strategies.	Lecture room, data projector, computer with PowerPoint	Prepare lecture notes and PowerPoint presentation	Tim Dodman
11:15	Group work: Draw a migratory route	By end of this session, participants can <ul style="list-style-type: none"> realise knowledge gaps appreciate diversity of migratory routes 	Each group has a map and is asked to draw a migratory route of a selected species; (e.g. breeding, staging & destination areas & routes).	Room, maps, resource materials, crayons, blue-tack	Prepare notes, identify species, print or draw A3 maps (or larger)	Tim Dodman & Abdoulaye Ndiaye
12:15	Lecture 3: Rationale for protecting migratory species	<ul style="list-style-type: none"> Participants understand the rationale for protecting species 	Interactive lecture	Lecture room, data projector, computer with PowerPoint	Prepare lecture notes and PowerPoint presentation	Tim Dodman

Time	Content	Learning Objectives	Methods	Materials	Actions	Trainer(s)
12:30	Lunch					
13:45	Lecture 4: The role of CMS	<ul style="list-style-type: none"> Participants have a greater understanding of the role of CMS, also the role of the Secretariat 	Lecture	Lecture room, data projector, computer with PowerPoint	Prepare lecture notes and PowerPoint presentation	Francisco Rilla
14:00	Plenary exercise: The migration challenge	<p>By end of this session, participants can</p> <ul style="list-style-type: none"> appreciate the importance and role of different sites for survival 	6-10 participants are birds, another 6-10 are turtles, starting their migration from Africa in 5 steps. At each step they choose a card in turn. Cards for each step are held by 5 other participants. The cards give instructions to move or 'die', all related to influences on migration (e.g. wetland destroyed, shot by hunter, food good).	An open area (in room or outside), cards, pre-marked cards, some means of identifying 'steps'	Prepare notes, identify species examples, develop exercise	Tim Dodman & Abdoulaye Ndiaye
15:00	CMS Family Instrument market Tea/coffee available	<p>By end of this session, participants can</p> <ul style="list-style-type: none"> get a good overview of the different instruments relevant to Africa 	Selected participants in pairs will hold 'stalls' for each of 14 instruments relevant to Africa. Other participants circulate to find out from the different stalls about the different instruments. As stall-holders are in pairs, they also have an opportunity to move around.	Some tables, for putting publications on.	Contact selected participants and ask them to 'prepare themselves'.	Tim Dodman & Abdoulaye Ndiaye
16:00	Lecture 5: Funding of CMS Family & Financial Matters	<p>By end of this session, participants can</p> <ul style="list-style-type: none"> understand the funding implications for the different instruments realise the role of NFPs in securing contributions 	Very short lecture to illustrate the funding methods for the CMS family instruments. Open discussion on funding, then on financial matters, especially the role of NFPs. Produce a list of payment issues.	Lecture room, data projector, computer with PowerPoint	Prepare short PowerPoint presentation; prime some NFPs to give their experiences	Tim Dodman & Abdoulaye Ndiaye
16:15	Lecture 6: NFP Terms of Reference and Responsibilities	<p>By end of this session, participants can</p> <ul style="list-style-type: none"> understand clearly the role and responsibilities of CMS & AEWA NFPs 	Interactive lecture, run through Terms of Reference and open discussion	Lecture room, data projector, computer with PowerPoint	Prepare lecture notes and PowerPoint presentation	Francisco Rilla & Abdoulaye Ndiaye
17:00	Plenary Discussion: Appointment of NFPs, experts and other representatives	<ul style="list-style-type: none"> Participants understand the processes of appointment and the need for experts and other representatives 	Plenary discussion		Prime some NFPs to give examples from their country	Tim Dodman & Abdoulaye Ndiaye
17:45	Announcements & close	<ul style="list-style-type: none"> Everyone understands programme 	Inform on practical issues / logistics			Malta / Judie
18:30	Welcome cocktail	<ul style="list-style-type: none"> Welcome! 	Welcome from South African hosts			DEA

Wednesday 30th October 2013

Time	Content	Learning Objectives	Methods	Materials	Actions	Trainer(s)
Opening Session						
08:30	Brief reflection of 29 th , and brief introduction to today	<ul style="list-style-type: none"> • Opportunity for brief reflection and raising if any issues • Participants understand objectives & programme for the day 	Open informal discussion (while everyone settles in)			Tim Dodman & Abdoulaye Ndiaye
08:45	Lecture 7: Communication and dissemination of information	<ul style="list-style-type: none"> • Participants understand the importance of communication and the dissemination of information and appreciate their role in this. 	Interactive presentation drawing from CMS manual and other resources	Lecture room, data projector, computer with PPT	Prepare presentation	Abdoulaye Ndiaye
09:05	Group work & Role play: What makes a good NFP?	<ul style="list-style-type: none"> • Participants work together to identify the steps needed to prepare a project, and the qualities needed by a NFP in campaigning for this project. 	Form groups for 4 migratory species. Each group has 30 minutes to discuss how they will present their case for a project on this species to be funded by a panel. The chosen NFP from each group presents their projects to a panel, and a winning group is selected.	Tables / area for 3-4 groups. Paper, cards available to groups if they want to use them. A panel table.	Discuss and prepare exercise together	Abdoulaye Ndiaye & Tim Dodman
10:15	Plenary discussion: Introduce negotiation meeting role play	<ul style="list-style-type: none"> • Participants understand how the simulated meeting should run • They each understand their own priorities for the meeting 	<ul style="list-style-type: none"> • Provide overview of the role play and the steps involved. • Hand out 1-page fact sheets (for NFPs to look at during coffee break) • Q&A 			Tim Dodman & Abdoulaye Ndiaye
10:30	Coffee Break					
11:00	Lecture 9: The Mungulati	<ul style="list-style-type: none"> • Participants find out what the Mungulati is! 	<ul style="list-style-type: none"> • Simulated lecture by an 'expert' 	Lecture room, data projector, computer with PowerPoint	Prepare lecture notes and PowerPoint presentation	Tim Dodman
11:15	Role Play: Regional consultation	<ul style="list-style-type: none"> • Participants need to learn quickly which countries share their views and form allegiances 	<ul style="list-style-type: none"> • Participants have 30 minutes to discuss the key issues and find common ground 			Tim Dodman & Abdoulaye Ndiaye
11:45	Role Play: Simulated negotiation meeting	<ul style="list-style-type: none"> • Participants improve their participation in meetings 	Simulated negotiation meeting for establishing a new agreement for the Mungulati	Lecture room, with 'high table'	Prepare for meeting and establish roles	Tim Dodman & Abdoulaye Ndiaye
12:15	Plenary discussion: How did we do?	<ul style="list-style-type: none"> • Participants appreciate the different approaches and styles used by different NFPs in a meeting setting • They understand need to prepare and consult well prior to a meeting 	Evaluate the meeting and bring out the key points. Which NFPs put forward their cases most convincingly?	Lecture room	Prepare questions	Abdoulaye Ndiaye & Tim Dodman
12:30	Announcements: Explain logistics for field	<ul style="list-style-type: none"> • Everyone understands schedule and logistical issues, including 	Inform on practical issues / logistics			Humbu

Time	Content	Learning Objectives	Methods	Materials	Actions	Trainer(s)
	trip	appropriate clothing				
13:00	Leave hotel; head for Strandfontein				Organise packed lunch & transport	Humbu
13:00	Packed lunch on the bus					
14:00	Field Trip: Visit Strandfontein Sewage Works	<ul style="list-style-type: none"> Participants experience an artificial site now managed largely for attracting a wide range of migratory birds. Appreciate awareness & economic benefits of migratory species 	Provide a useful experience to showcase sustainable use of migratory species	Bus, logistics, guides	Organise bus, logistics & resource persons	Humbu
15:00	Travel to Simon's Town					Humbu
15:30	Field Trip: Visit Boulders Beach	<ul style="list-style-type: none"> Experience an African Penguin colony in close proximity to the town Appreciate 'living with animals' and learn about benefits of the penguins 	Provide close-up experience of African Penguin (an AEWAs species) and possibly other birds	Short visit on foot to penguin colony	Check timing and fix visit with local resource person	Humbu / Paddy Gordon
17:00	Short visit to Cape Point					
18:30	Return to Cape Town					Humbu

Thursday 31st October 2013

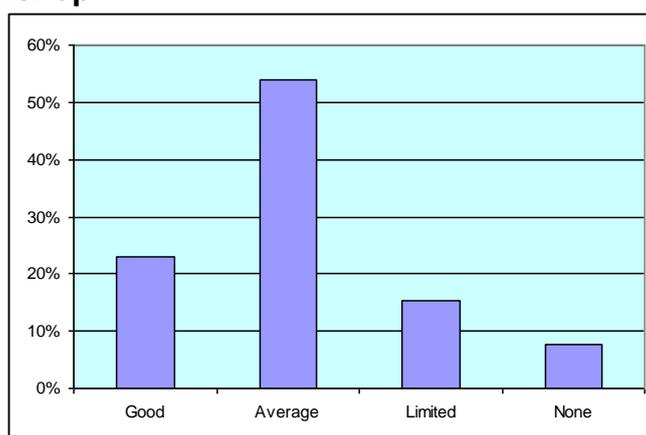
Time	Content	Learning Objectives	Methods	Materials	Actions	Trainer(s)
Opening Session						
08:30	Brief reflection of 29 th , and brief introduction to today	<ul style="list-style-type: none"> Opportunity for brief reflection and raising if any issues Participants understand objectives & programme for the day 	Open informal discussion (while everyone settles in)			Tim Dodman & Abdoulaye Ndiaye
08:45	Lecture 10: The Implementation Cycle & National Biodiversity Strategic Action Plan vs National Implementation Plans	<ul style="list-style-type: none"> Participants understand the Implementation Cycle Participants understand the advantages of integrating implementation into NBSAPs Appreciation of NIPs 	PowerPoint presentation, with interactive discussion / Q&A	Lecture room, data projector, computer with PPT	Prepare presentation	Francisco Rilla & Tim Dodman
09:15	Case Study presentation: Implementation of CMS in South Africa	<ul style="list-style-type: none"> Participants learn the efforts being made in South Africa to implement the Convention 	PowerPoint presentation	Lecture room, data projector, computer with PPT	Prepare lecture notes and PPT presentation	DEA
09:30	Plenary Brainstorming: What does implementation actually involve? How to integrate into NBSAPs?	<ul style="list-style-type: none"> Participants get a feel for the different approaches of addressing implementation and links with NBSAPs in different countries. 	Facilitated brainstorming, with ideas / contributions captured on flipchart. Option for participants to write on cards key issues / challenges to implementation	Flip chart, marker pens; cards e.g. for 'key implementation challenges'	Prepare leading questions to guide brainstorming	Abdoulaye Ndiaye & Tim Dodman

Time	Content	Learning Objectives	Methods	Materials	Actions	Trainer(s)
10:30	Coffee Break					
11:00	Plenary introduction: Introduce objectives and set tasks for group work	<ul style="list-style-type: none"> Participants understand clearly the objectives of the group work 	Introduce the group work session		Prepare notes	Tim Dodman & Abdoulaye Ndiaye
11:15	Group work: International / transboundary aspects of implementation	<ul style="list-style-type: none"> Participants appreciate the importance of working together with other countries for implementation 	3-5 groups work together in different international / transboundary scenarios, where implementation must be conducted by more than one country	Room, resource materials: pens, crayons, blue-tack, paper	Prepare group work sessions and identify scenarios	Tim Dodman & Abdoulaye Ndiaye
12:10	Plenary report back: Results from groups	<ul style="list-style-type: none"> Participants appreciate a range of scenarios and the wide need to work together with other countries for effective implementation 	Each group briefly explains how the countries will work together to implement conservation action for a shared migratory species		Note key points from each group and prepare a resume	Tim Dodman & Abdoulaye Ndiaye
12:30	Lunch					
13:45	Lecture 11: National Reporting	<ul style="list-style-type: none"> Participants understand the national reporting requirements 	Short lecture, with Q&A. Potential for input also from AEWA	Lecture room, data projector, computer with PPT	Prepare lecture notes and PPT presentation	Francisco Rilla
14:00	Plenary Brainstorming: National Reporting	<ul style="list-style-type: none"> Participants understand the issues around national reporting, and have an opportunity to air any concerns and share ideas 	Open brainstorming session to			Tim Dodman & Abdoulaye Ndiaye
14:45	Lecture 12: CEPA, with case study	<ul style="list-style-type: none"> Participants understand the importance of communication and public engagement, consolidated by a couple of strong case studies 	Introduction to CEPA, followed by a case study (e.g. WMBD, Uganda). Then, other examples / contributions from the floor	Lecture room	Prime some NFPs to contribute experiences	Barirega & Abdoulaye Ndiaye
15:30	Coffee / tea Break					
16:00	Conclusions & evaluation; feedback to manual	<ul style="list-style-type: none"> Participants share their feelings about the workshop and the manual 	<ul style="list-style-type: none"> Participants complete mood chart; open discussion about the workshop Review panel presents manual feedback Final check back to expectations 			Tim Dodman & Abdoulaye Ndiaye
17:00	Close & announcements					
17:30	Leave for Kirstenbosch Botanical Gardens					
18:00	Explore Kirstenbosch at leisure					
19:00	Invitation dinner at Kirstenbosch					
21:00	Return to hotel					

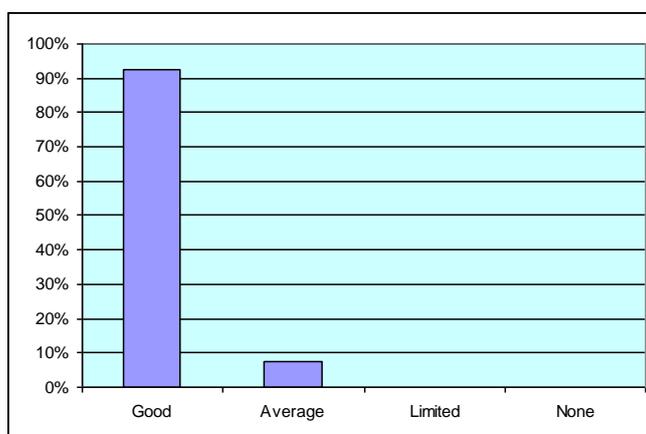
Annex 3. Post-workshop Evaluation

An evaluation questionnaire was circulated (in English and French) to participants after the workshop. Out of 27 countries represented, there were 13 replies. As these replies came from a cross-section of countries - 8 Francophone, 5 Anglophone, with replies from all African regions (East, North, Central, Southern, Indian Ocean) - we can be reasonably confident in their level of representation. The questions and answers are illustrated below.

1. Please rate your knowledge/understanding of the CMS Family Manual before the workshop

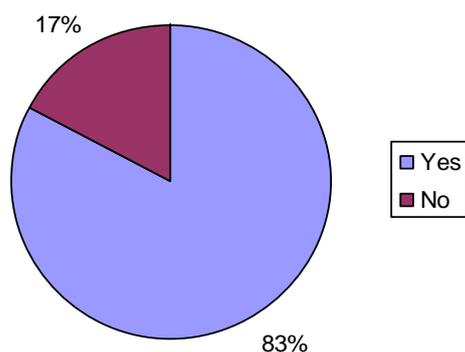


2. Please rate your knowledge/understanding of the CMS Family Manual after the workshop



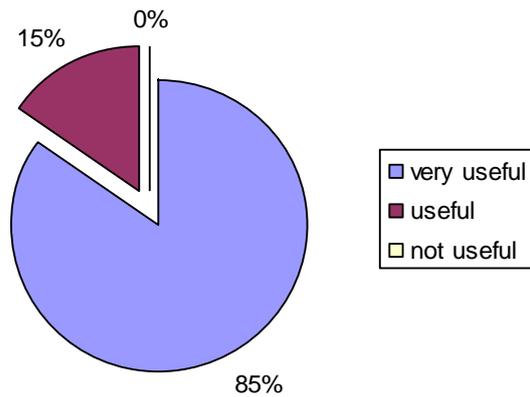
The answers to these two questions illustrate clearly that participants gained a significant understanding of the manual and the Convention during the workshop.

3. Did you read the CMS Family Manual before the workshop?



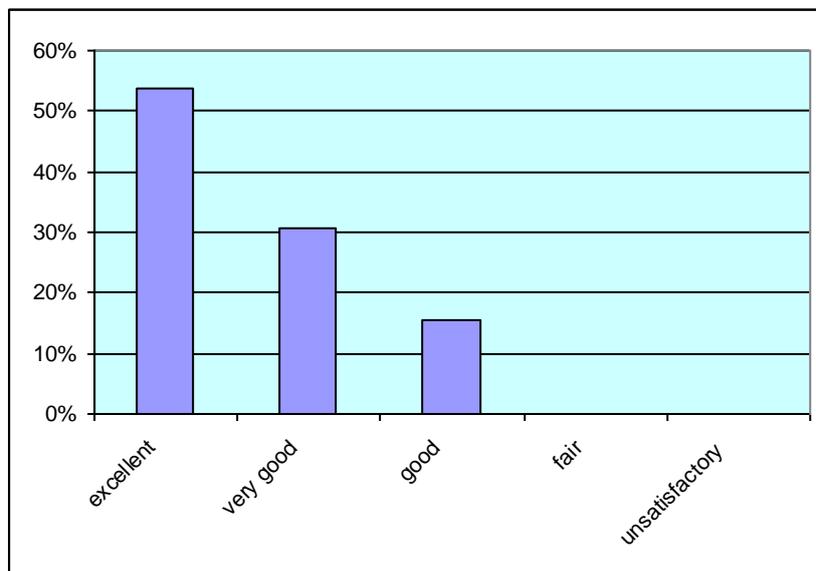
Most participants indicated that they had read the manual before the workshop. The manual was circulated to all participants by e-mail, whilst some hard copies were available for participants to read and refer to during the workshop.

4. How useful was this workshop in improving your understanding of the CMS Family Manual?



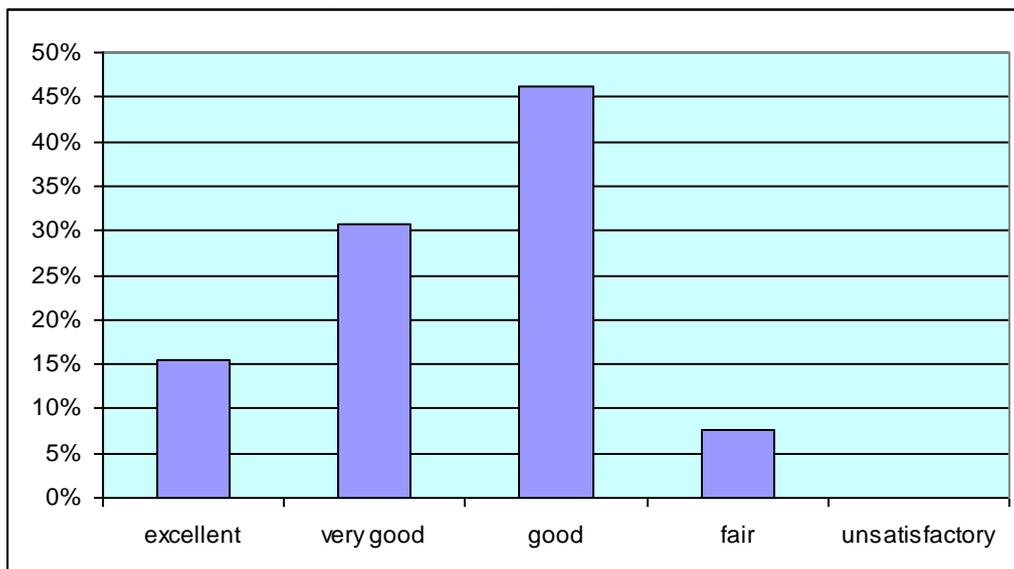
In support of Q. 2, all participants found the workshop to be either useful or very useful in improving their understanding of the manual and the Convention (and its instruments).

5. Please rate the effectiveness of the trainers



The participants were clearly satisfied with the trainers / facilitators of the workshop.

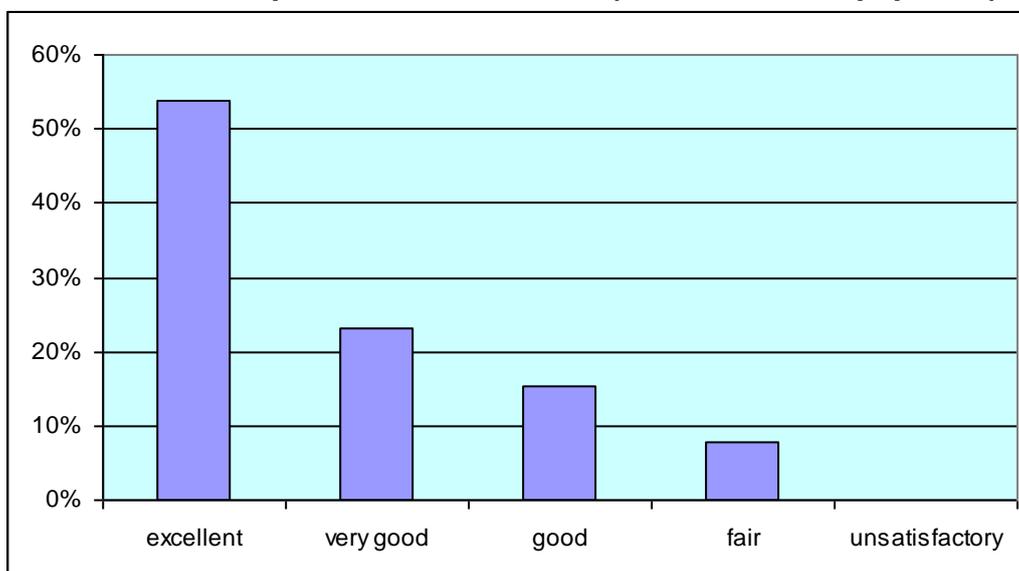
6. Please rate the suitability of the training venue / room



The venue seemed to be a very suitable one for this training, and most answers were positive. Some participants may have been judging both the AEWA meeting

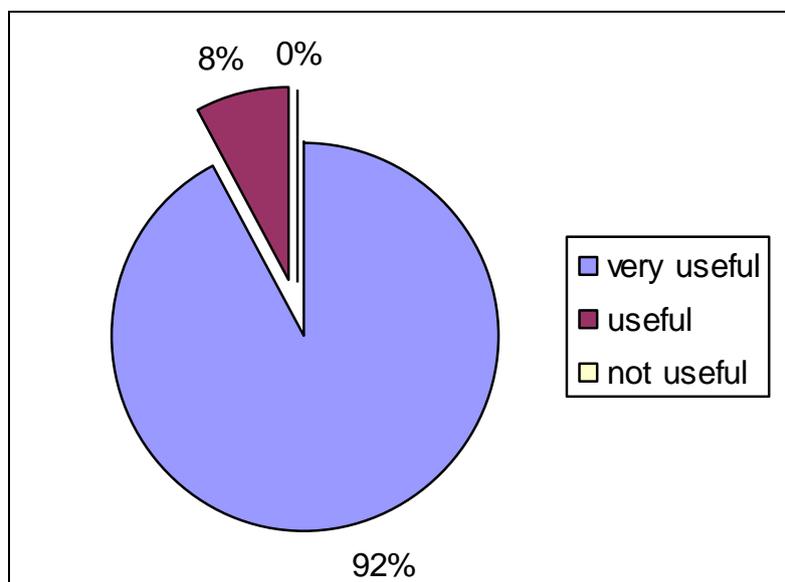
and CMS workshop venues together – the former was much smaller than the latter; this comment was made during the end-of-workshop evaluation. The room we used for the CMS workshop was large and spacious, and allowed good opportunities for a dynamic kind of workshop.

7. Please rate the interpretation / translation (translators & equipment)



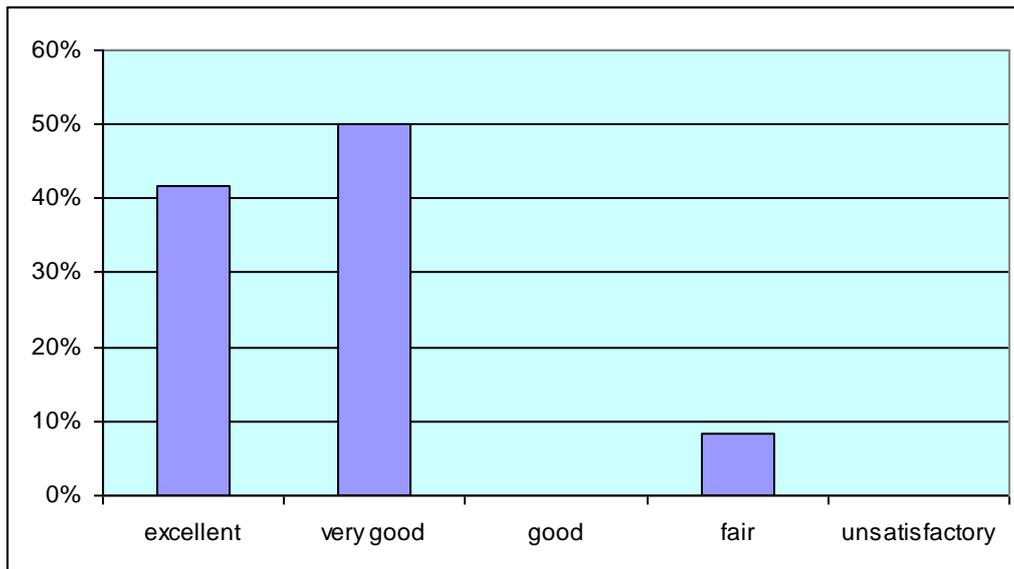
Again, most results were positive. No doubt relying on translation limits to a certain extent the flexibility of this kind of workshop, but in such regional events with both Anglophone and Francophone participants, it is a necessary resource. Having mobile headsets is indispensable.

8. Please rate the logistical services in South Africa (transport, airport pick-ups etc.)



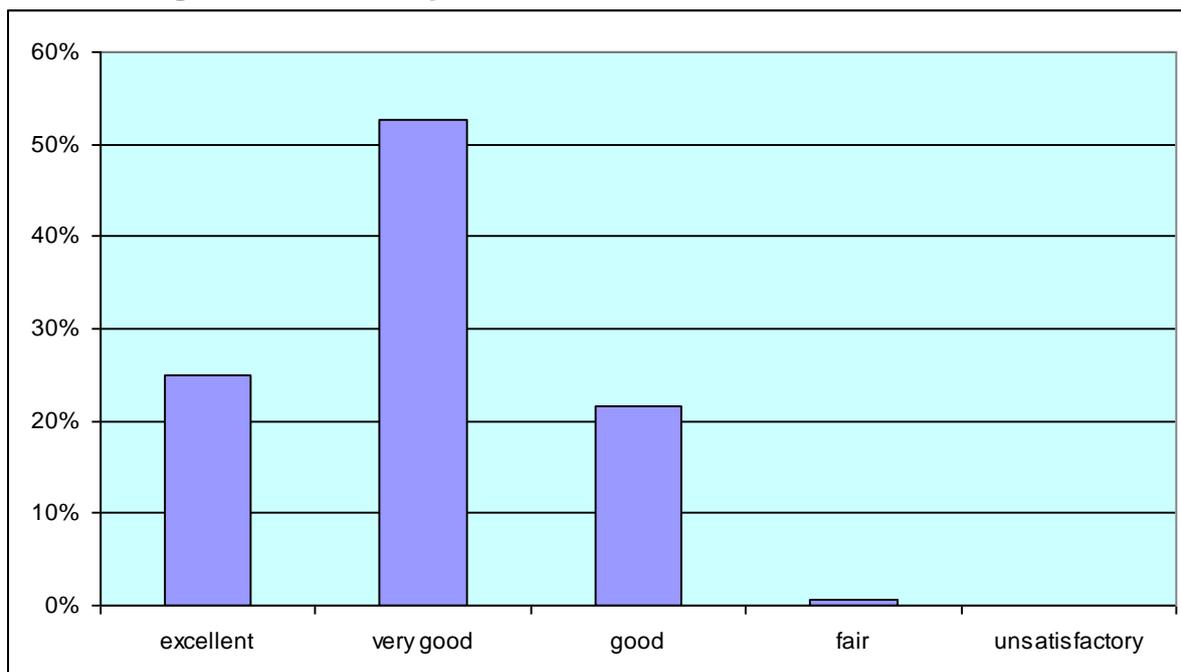
All participants seemed to value highly the level of logistical support in South Africa. Certainly, the airport pick-up service seemed to be very efficient, and all other arrangements were handled by the South African team in a very professional manner.

9. Please rate the accommodation and meals



Most participants seemed very satisfied with the hotel, both accommodation and meals. The hotel had a modern and original character, and the staff certainly gave the impression of looking after their visitors.

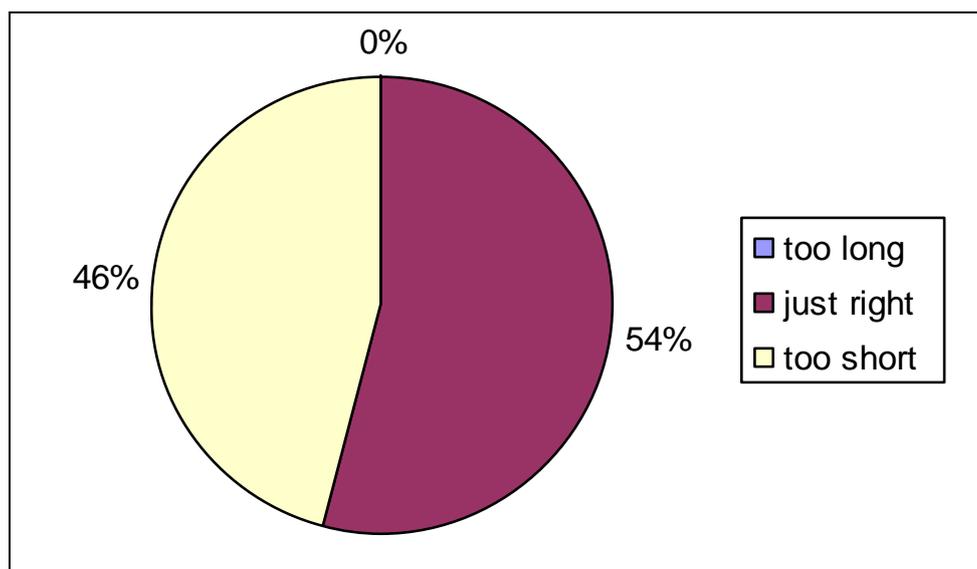
10. Rating of the workshop content



Responses were provided for each individual workshop session; (results are available at the CMS Secretariat). This graph illustrates the overall response for all 12 questions / sessions combined. Clearly, the evaluation results for overall workshop content are very positive.

The sessions which received the highest ratings were the exercises 'Draw a migratory route', the 'Migration challenge' and the mock meeting of the CMS parties ('Mungulati' meeting). It is noteworthy that these were all highly participatory exercises, illustrating the value of physical interaction during such a workshop.

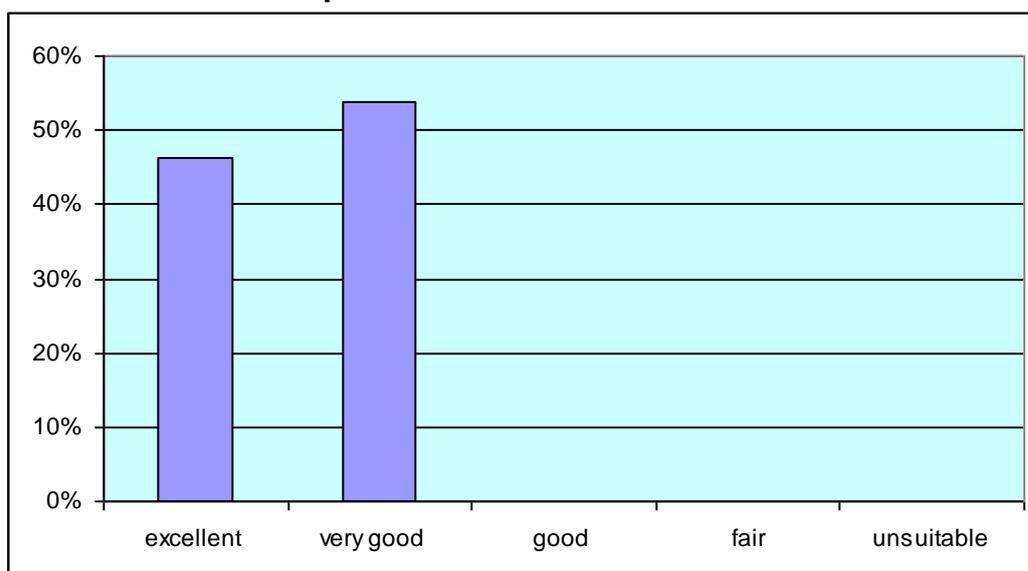
11. Please rate the duration of the 3-day workshop



There was clearly some mixed opinion here. Whilst just over half the participants found the workshop duration to be just right, others considered the workshop to be too short. Some recommended that the workshop should last up to six days. The average recommended length of the workshop was four days. The trainers concur that a four-day workshop would be more appropriate, as certainly there was little room for manoeuvre, and some sessions had to be dealt with very quickly.

However, participants did value the field trip, and would also like to have an extra day or part of a day to visit the town. Providing such opportunities is important, especially when hosts usually invest much time in selecting suitable venues.

12. The workshop was designed to be interactive, with plenary exercises, group work and a field visit. Please rate this training approach, i.e. for future workshops.



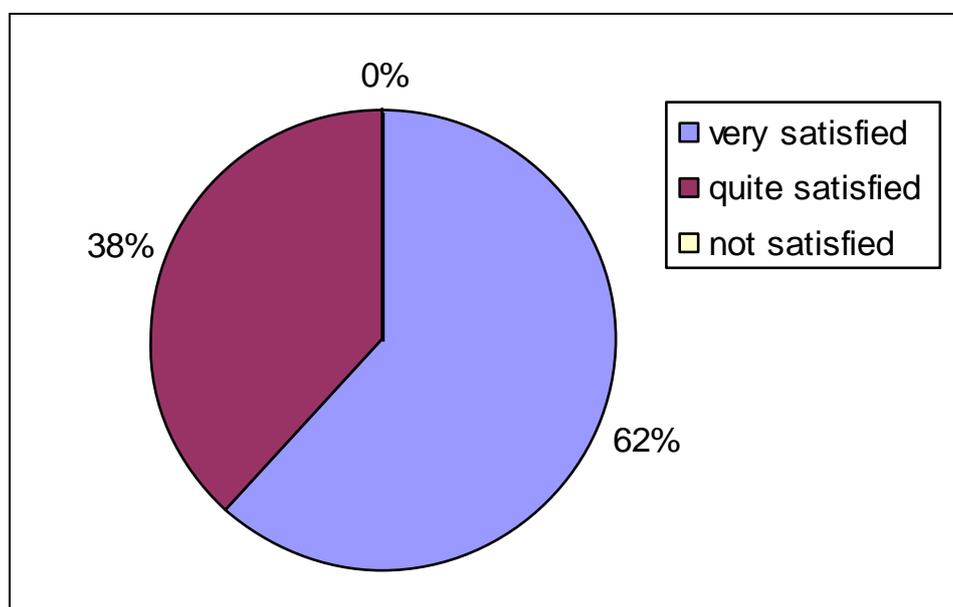
All participants appreciated the interactive nature of the workshop, whilst field trips provide good opportunities for 'learning by seeing' and are always valuable if well prepared. This workshop template could be adapted and rolled out in other CMS regions.

13. Please mention how the workshop could be improved.

A number of specific recommendations were provided, as summarised below:

- a. Include country presentations.
- b. Hold separate workshops for Anglophone and Francophone countries to cater for different levels of understanding.
- c. The workshop design was excellent but time was limiting.
- d. There must be enough time to get through the whole programme, without worrying about time.
- e. Conduct more group work and site visits dealing with the issue of migratory species. The inclusion of lectures from experts in some crucial field could have made the workshop more substantial.
- f. Prepare CDs with all workshop material and photos and distribute to each participant for them to use for building awareness of the Convention back home.

14. Are you satisfied with the CMS Family Manual in its current format?



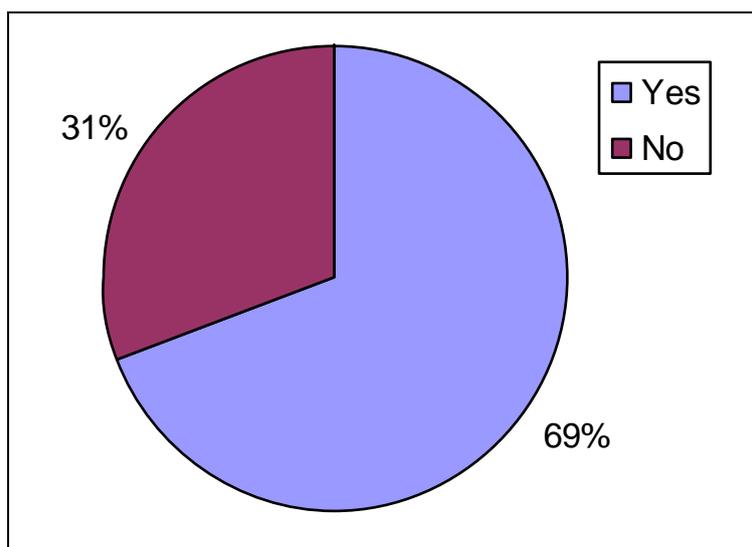
All participants were satisfied with the manual in its current format.

Please provide any comments about how the manual might be improved.

Summaries of recommendations are provided below:

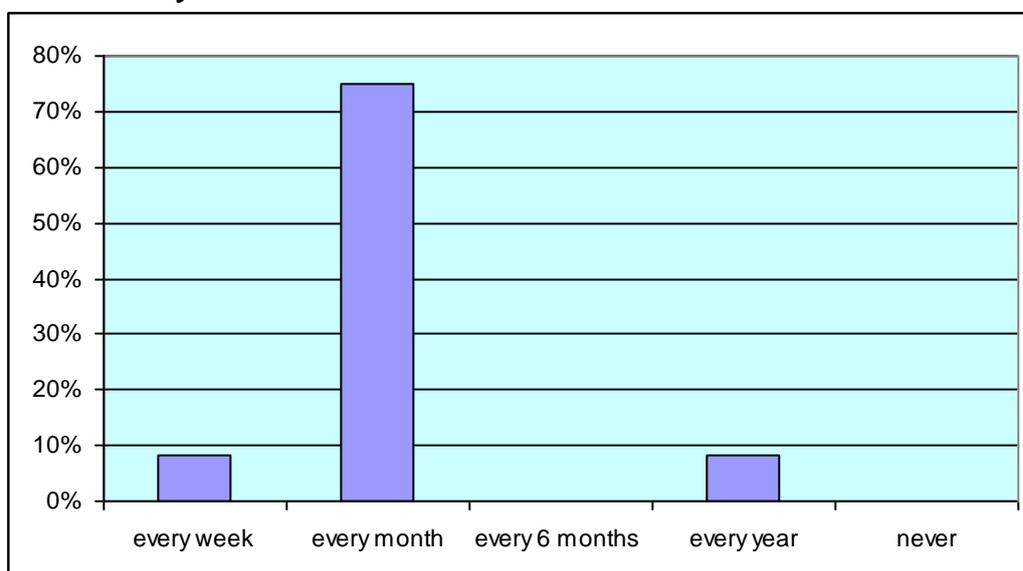
- CD format is most practical.
- Consider developing a concise version.
- It is good to receive a hard copy for our library.
- The manual is very comprehensive & readable.
- Include case studies and practical examples for each point throughout the manual.
- The format is fine, and it's easy to understand.

15. Do you require a hard copy of the manual?



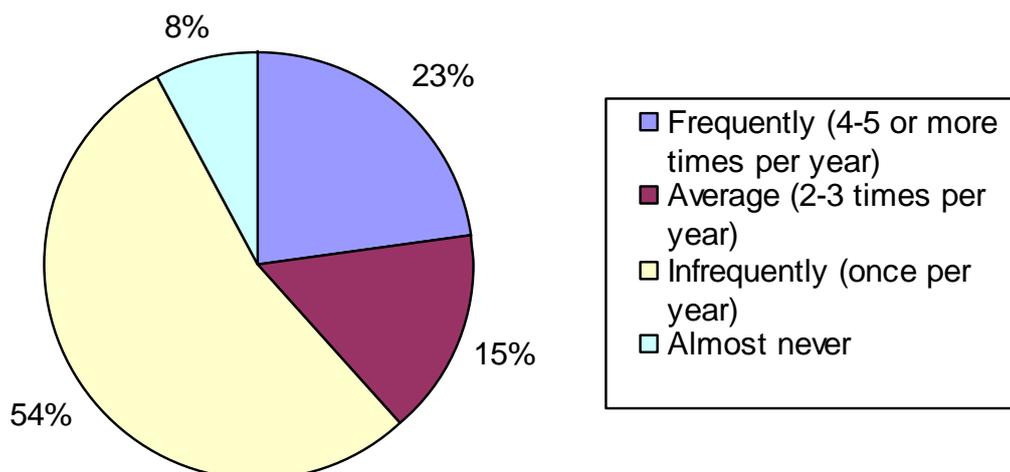
The majority of participants would like to receive a hard copy. (Even someone who answered 'No' indicated they would still like a hard copy for their library). Often, downloading such documents presents difficulties in Africa, whilst not everyone has a computer readily available or a reliable power source to be able to refer to an electronic copy of the manual. Further, (professional) printing of such a document very rarely happens. The clear recommendation is that to promote a greater use of the manual and wider understanding of the implementation of the Convention and its Agreements, the Secretariat should distribute hard copies to NFPs.

16. How often are you likely to refer to the manual in your role as a CMS Family NFP?



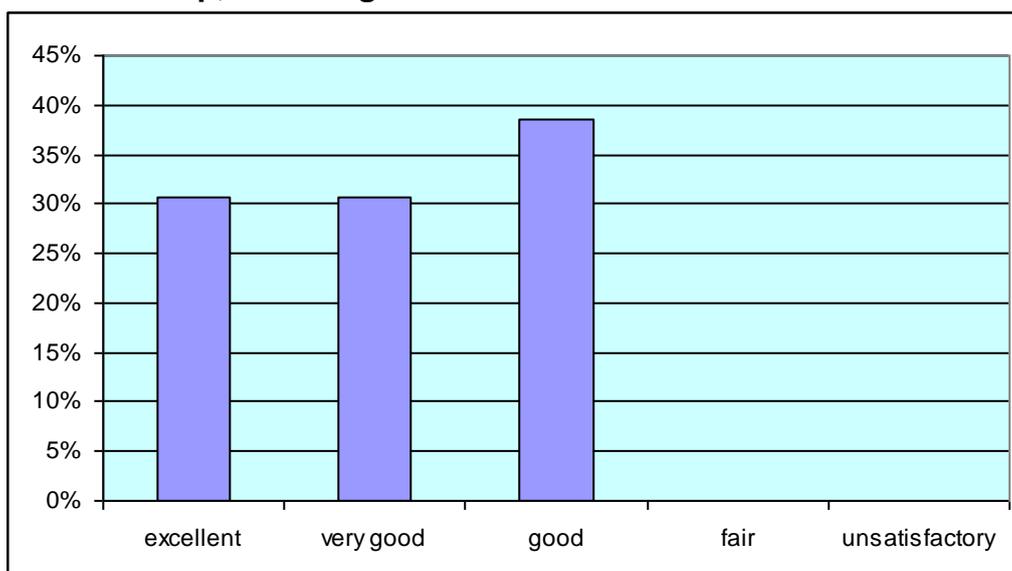
Most participants indicated that they would use the manual at least every month. 8% of participants replied that they could not give a specific time, but would use the manual as and when required; (this category does not feature in the graph, as it was not offered as an option in the evaluation questionnaire).

17. How often do you participate in multilateral environmental negotiations?



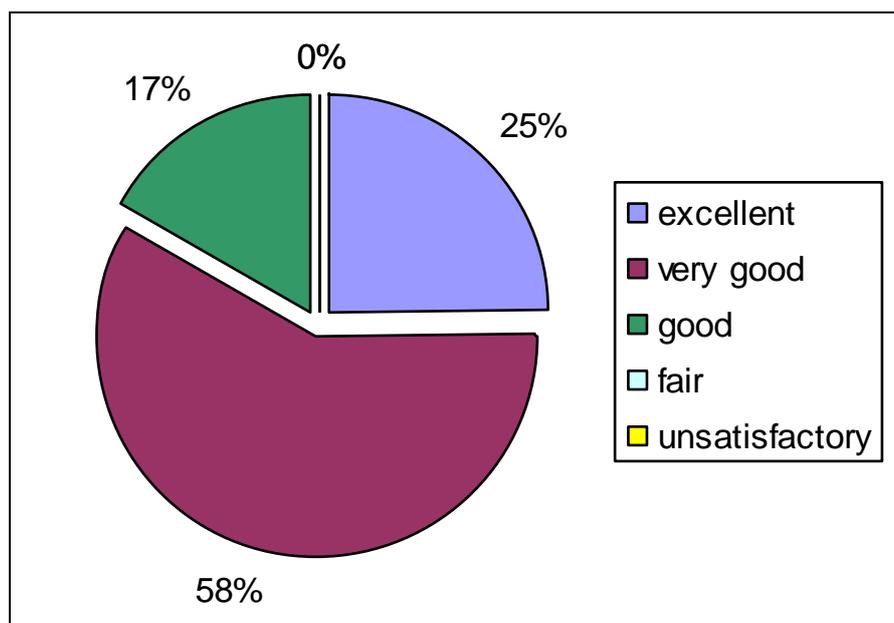
This pie chart illustrates the range of involvement of NFPs from different countries in negotiations. Most likely the participants who answered 'infrequently' are only NFPs for CMS (or AEWA) but not for other multilateral environmental agreements.

18. Please rate the support of the UNEP/CMS Secretariat in preparation of the workshop, including communication



The support of the Secretariat in preparation of the workshop was clearly very positive. Such a workshop invariably requires significant time investments, even just in ensuring participants arrive! The Secretariat staff involved should be congratulated for this positive rating, which no doubt arises from hard work and dedicated input.

19. Please rate your international travel arrangements



All participants who responded were satisfied with their travel arrangements.

20. Please record any additional comments here

A summary of the comments provided by respondents is given below:

- Honestly it was a very good capacity building programme and will surely go a long way in empowering the implementation of CMS at both national and regional levels.
- Some delegates arrived just a few hours before the start of the workshop, so they didn't have the chance to sleep or rest before beginning the work.
- We often have difficulties in communication, which can give a bad impression of NFPs, who may seem as if we do not play our role properly. My wish is for NFPs to be equipped with adequate materials and financial support for routine activities (beyond small grant fund projects). We are obliged to work with our own personal means because we crucially lack work equipment. I thank you and urge you to take this complaint into account for the survival of our CMS Family.
- It would be good to support the NFPs with a portable computer to facilitate their work in collecting data and information, and for communication.
- I think that the organisation of this workshop was very timely, because this manual needed to be explained and popularised, and it was a success. Our task is to use it wisely.
- When flights from the home country are any time just after midnight it is advisable for travel agents to indicate this. Quite often the time is read as pm for those who use the 12-hour clock. Sometimes even a frequent traveller can make this mistake.
- On the whole the workshop was certainly worthwhile.

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Annex 5. Field trip overview

a. Strandfontein Sewage Works, Muizenberg

This is regarded as one of the top ten coastal sites for waterbirds in South Africa. Here, a series of wetlands have been created due to a municipal sewage works. The site is an Important Bird Area (IBA) and a Ramsar Site, and is carefully managed especially for its waterbirds, most of which are migratory. The group walked to the Strandfontein Information Centre, which offered wide views across the reserve. The reserve warden met us here and explained about the management of the site, also fielding several questions.



A roosting platform for birds; the Strandfontein reserve warden answers questions.



The water level of the pools can be controlled; Typha reeds need to be kept in check.²



A painting of the reserve at the information centre; two Great Cormorants.

² All photos in Annex 5 © Tim Dodman

b. Boulders Beach, Simonstown

Boulders Beach consists of small beaches holding sandstone boulders and thickets of strandveld vegetation. An IBA, it is incorporated into Table Mountain National Park, managed by the National Parks Board. The area supports one of the most important breeding colonies of the globally threatened African Penguin. The group walked along boardwalks to the beach, where penguins were easily observed. The site clearly generates significant revenue from visitors coming to see the penguins.



Boulders sign; African Penguins standing close to the water.



Penguins are dwarfed by giant boulders; artificial burrows / shelters to encourage penguin breeding,.



Participants and penguins.

c. SA Agulhas II

Participants were impressed by DEA's large well equipped research vessel, which services South Africa's seas and sub-Antarctic islands. The area is vital for migratory seabirds, such as albatrosses, fish, such as Great White Shark, marine mammals, such as the Southern Right Whale and turtles.

